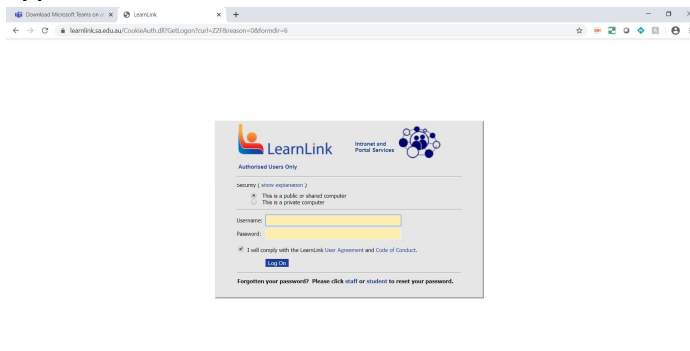


To get onto Microsoft Teams you will need to sort out your Learnlink password first. These steps will tell you how to reset your password and how to get onto Microsoft Teams:

### How-to reset your Learnlink Password

1. Go to Google Chrome or Internet Explorer
2. In the address bar up the top (the place where websites are written), type **learnlink.sa.edu.au**



3. Enter your username: \_\_\_\_\_ (add the student's Learnlink address here)
4. Enter the temporary password the school has set for you: **Welcome1** for example
5. It will ask you to put in a new password. This might be a bit tricky. The password needs to follow these rules:
  - a. It can NOT be any part of your name
  - b. It can NOT have any part of the PASS school name
  - c. It MUST have a mix of capital letters and lower case letters
  - d. It MUST have at least 1 number
  - e. It MUST be at least 8 letters long

If you can't think of a password that fits all of those rules you might like to use the word **Birth**day (Capital B) and a number of your choice. E.g. Birthday5